

JOB ASSIGNMENT

INFORMASI PELANGGAN / CUSTOMER INFORMATION

Nama Pelanggan / Customer Name	: PT-JB
Penanggung Jawab / Contact Person	: Bp. GIYAT
Alamat / Address	: SUNGAI DUA
Nomor Telepon / Telephone Number	:
Model and Serial Number	: 773 / NBJ 457
SMU (Hours)	:

INFORMASI DETAIL PEKERJAAN / JOB DETAIL INFORMATION

Work Order Number	:
<input type="checkbox"/> Warranty <input type="checkbox"/> Rework <input type="checkbox"/> Revenue <input type="checkbox"/> Inter Department	
Nama Serviceman dan SN / Serviceman Name and SN	: - HANJANTO - SIBIT
Penyelesaian Pekerjaan / Target Completion	:
Kendaraan / Vehicle	:

DETAIL PEKERJAAN / JOB OUTLINE

REPAIR MACHINE

CATATAN PENTING / NOTES :

1. Serviceman harus melengkapi dokumen Field Operation Report (FOR) yang telah ditandatangani Pelanggan dan Service Report saat kembali ke cabang
Serviceman must complete Field Operation Report (FOR) acknowledged by Customer and Service Report when return back to branch

2. Komunikasi dan melaporkan perkembangan pekerjaan (lisan dan tertulis) selama melakukan pekerjaan kepada Field Supervisor atau Foreman
Communicate and report progress (verbal and written) to Filed Supervisor or Foreman during repair job performed

3. Serviceman harus mengembalikan seluruh literature dan tool yang digunakan dalam keadaan bersih dan baik.
Serviceman must return all literatures and tools in clean and good condition

Assigned By,

Acknowledge By,

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Name : Dedy S
Date : _____
Field Supervisor / Foreman

Name : _____
Date : _____
Customer

Name : _____
Date : _____
Field Serviceman